

HENHAM PARISH COUNCIL
Minutes (unapproved) of a Council Meeting

Date: Thursday 3 March 2022

Time: 7.30pm

Venue: OSCA, Henham

Present: Cllrs S. Lee, M. Fisher, Z. Rutterford, P. Franklin, G. LeCount and clerk M Dacey.

1. Apologies for Absence: Cllrs N. Baker, M. Francis, County Cllr R. Gooding, District Cllr P. Lees

2. Approval of the Minutes of the Last Meeting

The minutes of the 3 February 2022 meeting was approved and signed by the Vice Chair.

3. Matters Arising

4. Reports and Recommendations

Greens and Village Estate –

- (i) **Tree Inspection** – The works on the village trees as recommended by our arborist was completed 3 March 2022. There was some damage to trees during the storm, clearance commenced immediately, and all debris has been removed.
- (ii) **Gym/Farm/Church Road** - The Chair awaits legal confirmation from landowner as to ownership of the road and responsibility for maintenance and will chase. The clerk checked on EH interactive map and it would appear that ownership is with EH. The Chair has reported this to EH (reference no 2762479)
- (iii) **Lindens/village hall** – Some fencing has been replaced, discussions ongoing with resident. The hedge on the village hall side will be pruned shortly and a decision will be made once the fence has been inspected.
- (iv) **Dog Poo bin (Mill Road)**–This is has now been installed. The bin is now on the UDC collection list.
- (v) **Greens damage by Bell House Site** –The Chair has emailed the developer for an update as to when the repair works will commence. No response received, the chair will chase.

Village Hall – Cllr Fisher attended two village hall committee meetings and provided an update. Glenn Brennan is reviewing the 2019 refurbishment plans and revised estimates will be obtained in due course. The village hall committee are looking into obtaining grants and fundraising.

Speedwatch – The Chair received confirmation that permission has been given for two VAR speed signs to be installed. The cost of the two VARs + maintenance training is £7583.50 plus VAT. Cllr Fisher proposed the purchase, Cllr LeCount seconded, approved nem con. The speedwatch team will now organise purchase and installation, lead time 6 to 8 weeks. Cllr Franklin will contact the speedwatch team as to whether speedwatch can operate from OMR. Cllr LeCount proposed looking into obtaining a lazer speed gun similar to the one the Elsenham speedwatch team use and will provide details to the Parish Council/Henham speedwatch for review.

Queen's Platinum – Our village event will be on 4th June 2022. Cllr Lee provided an update and is still sourcing acts for the event. Cllr Lee applied to UDC for a funding grant for the event. Our arborist recommended Ulmus 'New horizon', a dutch-elm resistant elm which would make a fantastic addition to Henham's treescape to commemorate the Platinum Jubilee. Following a discussion this recommendation was approved. It is intended the tree will be planted near the village sign in Crow Street.

Defibrillator training – It has been 5 years since the village Defibrillator training was last carried out following the installation of the defibrillator at OSCA. Cllr Fisher will arrange training for late spring.

Woodland – The Parish Council have received a letter from the expert who originally gave advice on aspects of the regeneration of the Woodland. Another expert has been recommended by the

original expert and the files have been passed across. Contractors will be clearing around the power line which supplies power to the nursery. Cllr LeCount agreed to provide details regarding wayleave agreements to see if the Parish Council is entitled to any funds.

Pledgdon Green – The clerk has previously circulated a short report on Pledgdon Green in its capacity as a Local Wildlife Site, kindly prepared by Will O'Connor. Will O'Connor presented his report and following a discussion it was agreed that as the land is common land and not owned by the Parish Council that further research will need to be undertaken by him in connection with this including whether protective measures for the Green along the side where it meets with Brick End Road (aka Pledgdon Lane) could be installed. Cllr Rutterford is also investigating responsibility for the overgrown brambles/storm damage along Brick End Road, as our usual contractor is not willing to undertake the work.

PCSO – A new PCSO has started, his name is Alexander Stewart. The Chair has met with him along with the Stansted and Elsenham Chairs and will be inviting him to join one of our parish council meetings.

Boundary – The clerk received notice from UDC that the boundary between Henham and Elsenham parishes has now been officially changed with effect from 1 April 2022.

(ii) Finance

Receipts				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
SOV 100 Club	Dec 21 SOV 100 Club	£405.00		
Peasgood and Skeates	Memorial fees	£110.00		
SOV 100 Club	Jan 22 SOV 100 club	£405.00		
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M Dacey	Clerk's salary (Jan)	£398.38	£0.0	£398.38
Castle Water (0006691939)	Allotment Water bill	£21.92	£4.39	£26.31
JRB Enterprise Ltd (23516)	Dog poo bags	£58.04	£11.61	£69.65
Uttlesford District Council (0000088333)	PCSO Q3 salary	£1,207.76	£0.0	£1,207.76
Janet King	Refund for IT security	£300.00	£0.0	£300.00
M Dacey	Refund for annual printing and paper costs	£99.96	£7.99	£107.95
Rikki Shelsher	Village signs and window cleaning	£50.00	£0.0	£50.00
Mark Fiddler (2021/686)	Annual maintenance works Dragon Sign, Notice Board & Bus Stop	£944.60	£0.0	£944.60
Mark Fiddler (2021/687)	Salt Bin Delivery works	£176.00	£0.0	£176.00
Treecology (01403)	Ash Tree clearance and storm damage clearance	£350.00	£70.00	£420.00

Treasury Management Investment Policy and Strategy 2022/23 – Cllr Fisher- Nothing to report.

(iii) Planning and Developments –

- **Proposed base station upgrade at tef 104 - Sibleys radio tower, Chickney Road, Henham, CM22 6BH – pre-application consultation.** The Chair telephoned the company doing the upgrade and asked for a call back, as yet no response.
- **UTT/22/0430/HHF** – proposed new second floor with new roof, front porch and proposed single storey rear extension, Fernwood, Old Mead Road
- **The Barn, Old Mead Road** – Essex Highways have passed the matter back to UDC planning, a new planning officer is now dealing with this and will arrange a site visit. The Owners have made a formal complaint to the Parish Council regarding the handling of the planning application by the planning sub-committee and Cllr Franklin and this has been referred to the monitoring officer at UDC.

Breaches: Continuing breaches at Cedar Cottage- This is now under an enforcement notice which becomes operational and effective on 31/1/22.

Appeals: Land At Old Mead Road - APP/C1570/W/21/3282082 - Outline application with all matters reserved except scale and access, for the erection of up to 6 no. dwellings and associated work. Resubmission of that approved under UTT/19/2692/OP. Written representations by 24/3/22

Mill Road Development : The Chair wrote to UDC planning on 11/1/22 requesting information regarding the S106 Agreement and will continue to ensure that the Parish Council is kept informed on matters relating to the development. The Chair is expecting a response soon.

Decisions: n/a

(vi) *Highways –*
North Hall Road:

(a) **Road Closure:** Notice received of intended closure of North Hall Road, due to commence on 12th February 2022 for a further 266 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes retaining wall. **Travellers Site:** An enforcement file has been opened ENF/21/0204/C. A new enforcement officer has been appointed by UDC.

Hall Road, Henham: The Parish Council previously agreed to pay for the installation of a 40mph buffer zone at this site. Essex Highways previously confirmed the cost of construction is now a fixed price of £9,711.74. We were originally quoted £6k for the signage works. The Parish Council has already paid approximately £3500 plus VAT to get to this stage. ECC have now promised to provide funding and the Parish Council awaits further details – clerk sent an email to County Cllr Gooding on 5/11/21. County Cllr Gooding confirmed the funding has been agreed in principle with ECC.

Pledgdon Green Lane/Brick End Road –The Clerk emailed County Cllr Gooding on 5/11/21 with a request to reapply for quiet lane status and 20 mph speed limit to be granted by the Highways Panel and for the pot holes/repairs to be put forward to the highways panel. County Cllr Gooding confirmed both applications have been put forward although the process for achieving quiet lane status is lengthy.

Blocked drains in Old Mead Road - The Clerk emailed County Cllr Gooding to log this on 5/11/21. County Cllr Gooding will attend a site meeting with a representative from EH with Cllrs Franklin and LeCount also attending. This meeting has not yet taken place.

Mill Road/School Road yellow lines – The Parish Council is aware of dangerous parking on the Mill Road bend by School Lane. The clerk emailed County Cllr Gooding on 5/11/21 with a formal request to extend the yellow lines round the bend. County Cllr Gooding has submitted the request to North Essex Parking Partnership.

Residents are encouraged to also report any matters to Essex Highways direct via the Essex Highways web site www.essex.gov.uk/highways (details also on the Henham Website), as the more people who complain regarding Highways matters the more likely something will get done.

5. Correspondence

Sent/Received:

Planning Applications - see 4(iii) above

- Clerk – approximately 250 emails in February 2022. Correspondence received from Mr & Mrs Brown

6. Waste and Minerals Development Issues – Nothing to report.

7. SAW (Stop Stansted Expansion) – Cllr LeCount confirmed UDC have launched a review of the UDC procedure regarding the airport inquiry.

8. Governance –The clerk has prepared the Social Media policy which was circulated to all Councillors prior to this meeting. Cllr Fisher proposed to adopt the policy, seconded by Cllr LeCount, approved nem con. The clerk has prepared the Annual Risk Management Policy and Risk Assessment for 2022-23 which was circulated to all Councillors prior to this meeting. Cllr LeCount proposed to adopt the policy, seconded by Cllr Rutterford, approved nem con.

9. Local Plan – A List of approved sites is awaited from UDC. Councillors have reported any flooding risks to the Chair who has now reported back to UDC as part of the Local Plan studies currently being carried out with the districts flood risk assessment data.

10. Henham SOV 100 Club draw Cllr. Fisher –

February Draw

Joan Franklin conducted the draw. She drew from a black bag containing all current members lottery balls. The winning numbers were:

1st Prize Number 27 (T Alcock) £235

2nd Prize Number 3 (L Sullivan) £113

3rd Prize Christmas Bonus Ball Accumulator £57 Cumulative total £171

Total funds received per draw were £810. Half will be paid in prizes plus the cumulative Christmas Bonus Ball with the balance of £405 paid to Henham Parish Council SOV Funds. Many thanks for everyone's ongoing support.

13. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 7 April 2022, 7:30pm at OSCA.

Mareike Dacey, Clerk